

**THE UNIVERSITY OF WEST FLORIDA
NOTICE OF PROPOSED REGULATION AMENDMENT**

REGULATION TITLE:

UWF/REG - 2.005 *Use of Facilities*

SUMMARY: In the process of auditing camp and youth program activities on campus, a number of policy and procedure issues were identified for review. UWF Regulation 2.005 *Use of Facilities* has, in effect, not been evaluated and updated for nearly 40 years. It began as FAC Rule 6C6-2.005 in 1975 and was simply re-numbered, without update, as University Regulation 2.005 in 2005. Summary of changes:

1. Remove references to outdated supporting policies and replace with a more general statement that appropriate policies and procedures will be maintained.
2. Update the name of the division responsible for this regulation to Business, Finance, and Facilities Division.
3. Updated guidelines for non-University organization's use of space to established procedures.

AUTHORITY: Board of Governors Regulation 1.001(3) and (7).

NAME OF UNIVERSITY OFFICIAL INITIATING PROPOSED REGULATION AMENDMENT: Jim Hurd, Senior Associate Vice President

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS: Anita Schonberger, Deputy General Counsel at aschonberger@uwf.edu, 474-3420 (tel), 850-857-6058 (fax), or 11000 University Parkway, Pensacola, Florida 32514. Any comments regarding the proposed regulation amendment must be sent in writing to the contact person on or before Thursday, February 20, 2014.

THE DATE THIS NOTICE WAS POSTED ON THE UWF BOARD OF TRUSTEES WEBSITE IS: February 4, 2014. THE DATE THIS NOTICE WAS PUBLISHED IN “@UWF”: February 4, 2014.

THE FULL TEXT OF THE PROPOSED REGULATION AMENDMENT IS SET FORTH BELOW:

University of West Florida Regulation
UWF/REG- 2.005 Use of Facilities.

(1) Facilities must be used for lawful purposes, compatible with the purpose and mission of the University. Facilities must be used in a safe and orderly manner without undue hazard which may endanger the welfare of persons or cause damage to the facility. ~~University facilities utilization and scheduling procedures are specified in Management Memoranda Nos. 9, 15 and 19, and the Student Organization Handbook.~~ The University shall establish appropriate policies and practices for managing facility use consistent with this regulation.

(2) The ~~Office-Division~~ of ~~Administrative Affairs~~ Business, Finance, and Facilities is charged with the overall responsibility for administering and coordinating the use of all University facilities through an appropriate space assignment and utilization process.

(3) Use of facilities by non-University organizations or groups must ~~be sanctioned by the Office of University Relations~~ comply with established sponsorship, reservation, and/or rental policies and procedures.

History-Formerly FAC Rule 6C6-2.005 adopted 10/1/75. Converted to UWF/REG 2.005-7/21/05, amended _____.